

**PUBLIC NOTICE:** This is only an **ACTION SUMMARY** that reflects the actions taken during the meeting. This should not be, in any way, used or construed as official minutes of the meeting. The official minutes are posted after being submitted to the Board of Commissioners for their approval. Audio recordings of the meeting are on file in the County Clerk's office and may be listened to by appointment (775-782-9012).

**ACTION SUMMARY**  
**DOUGLAS COUNTY BOARD OF COMMISSIONERS**  
**July 16, 2015**

**1:30 PM**

**Call to Order**

**INVOCATION      NOT HELD**

**PLEDGE OF ALLEGIANCE – Nancy McDermid**

**PUBLIC COMMENT (No Action)      HELD**

**APPROVAL OF AGENDA**

For possible action. Approval of proposed agenda. **APPROVED**

**APPROVAL OF PREVIOUS MINUTES**

June 18, 2015      **APPROVED**

June 25, 2015      **APPROVED**

**DOUGLAS COUNTY AWARD PRESENTATIONS**

**1.1** Ceremonial presentation on Proclamation Number 2015P-036 recognizing the 26th Annual American Century Championship from July 14-19, 2015. **PRESENTED**

**CONSENT CALENDAR**

Motion to approve the Consent Calendar items 2a – 10a

**FINANCE**

**2.a** For possible action. Report on the general ledger cash balances through June 26, 2015, per NRS 251.030. (Katherine Bradshaw) **APPROVED**

### **CLERK-TREASURER**

**3.a** For possible action. Discussion to approve an Outdoor Festival Permit submitted by the Nevada Republican Party, for the First in the West Presidential Roundup, scheduled for August 22, 2015, from 9 a.m. to 6 p.m., to be held at the Lake Tahoe Outdoor Arena at Harveys, 18 Highway 50, Stateline, Nevada. (Kathy Lewis) **APPROVED**

### **PUBLIC WORKS**

**4.a** For possible action. Discussion to approve Interlocal Contract No. 2015-9 with the Carson Water Subconservancy District for grant funding in an amount not-to-exceed \$24,500 for over-sizing the water line interconnection between Jobs Peak and the Sierra Country Estates Water System. (Carl Ruschmeyer) **APPROVED**

### **SHERIFF**

**5.a** For possible action. Discussion on approval and acceptance of a grant award in the amount of \$27,250 from the Nevada Attorney General's Office to pay for personnel overtime costs to conduct Sex Offender interdiction activities within Douglas County. (Sheriff Pierini) **APPROVED**

**5.b** For possible action. Discussion to approve the payment to Douglas County Sheriff's Office K-9 Unit Trainer Brian Howard for his services as an instructor for a 4-week K-9 School, valued at \$4,000, using a trade-for-services with a Sheriff's Office 2004 Chevy Tahoe, with over 200,000 miles on it, valued at approximately \$3,800, which was scheduled to go to the County auction. (Captain Joe Duffy) **APPROVED**

### **DOUGLAS COUNTY LIQUOR BOARD**

**6.a** For possible action. Discussion to approve the Unrestricted On-Site Retail Liquor License for Pedro Rodriguez-Valdez representing Julio Restaurant LLC dba Julio Restaurant, pending Certificate of Occupancy. Mr. Rodriguez-Valdez has signed a Waiver of Notice of Hearing. Julio Restaurant is located at 1328 Highway 395, Suite 303, Gardnerville, NV 89410. (Sergeant Pat Brooks) **APPROVED**

**6.b** For possible action. Discussion to approve the On-Site Unrestricted and Packaged Retail Liquor License for the Pink House, Inc. dba The Pink House represented by Lois Wray, owner/operator, pending the certificate of occupancy. Lois Wray has signed the Waiver of Notice of Hearing. The Pink House is located at 193 Genoa Ln, Genoa, Nevada 89411. (Sgt Brooks) **APPROVED**

**6.c** For possible action. Discussion to approve a Special Event Entertainment Endorsement Application submitted by Mark Jensen, Curator, representing the Friends of Dangberg Home Ranch for three (3) live entertainment events to be held at the Dangberg Home Ranch Historic Park located at 1450 Highway 88, Minden, Nevada on July 19, July 25 and 26, and August 9, 2015. All events will run from 5:30 pm until 8:30 pm with an expected attendance of approximately 150 per day. (Sergeant Pat Brooks) **THIS ITEM WAS PULLED FOR FURTHER DISCUSSION**

### **EAST FORK FIRE**

**7.a** For Possible Action. Discussion regarding the adoption of an additional job/position description within the District and as prepared and recommended by the 2014 Pontifex Consulting Wage and Compensation Study, which was inadvertently not included in prior action on June 4, 2015 **ADOPTED**

### **SOCIAL SERVICES**

**8.a** For possible action. Discussion to renew an Intrastate Interlocal Contract between the State of Nevada, Department of Health and Human Services, Division of Child and Family Services, and Douglas County from July 1, 2015, to June 30, 2017, to provide Child Protective Services in Douglas County at a cost of \$380,322.00 for FY 2015/16 and \$374,726.00 for FY 2016/17. (Karen Beckerbauer) **APPROVED**

**8.b** For possible action. Discussion to approve the renewal of an interlocal contract between the Department of Health and Human Services, Divisions of Health Care Financing and Welfare and Supportive Services, and Douglas County Social Services to provide eligible Douglas County residents with institutional care (nursing home and assisted living) through Nevada Medicaid from July 1, 2015, through June 30, 2017, at a cost to be determined after the completion of the contract and based upon the number of eligible county residents. (Karen Beckerbauer) **APPROVED**

### **TECHNOLOGY SERVICES**

**9.a** For possible action. Discussion to approve a 48-month contract with Charter Spectrum Business, in the amount of \$1,500 per month, to provide broadband services to the Douglas County Lake Administration offices. This contract will combine two separate contracts, increase the bandwidth to 50Mbps, and provide a saving of \$700 per month. (Tammy James) **APPROVED**

### **REPORT OF FEES**

**10.a** For possible action. Discussion to approve receipt and filing of cumulative voucher sheets for checks issued for the 6/5/15 Payables, 6/12/15 Payables, 6/12/15 Payroll, 6/19/15 Payables, 6/26/15 Payables, 6/26/15 Payroll and 6/29/15 Payables. (Kathy Lewis) **APPROVED**

## **ADMINISTRATIVE AGENDA**

### **CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION**

**6.c** For possible action. Discussion to approve a Special Event Entertainment Endorsement Application submitted by Mark Jensen, Curator, representing the Friends of Dangberg Home Ranch for three (3) live entertainment events to be held at the Dangberg Home Ranch Historic Park located at 1450 Highway 88, Minden, Nevada on July 19, July 25 and 26, and August 9, 2015. All events will run from 5:30 pm until 8:30 pm with an expected attendance of approximately 150 per day. (Sergeant Pat Brooks) **APPROVED**

## **COUNTY MANAGER**

**11.1** For presentation only. Video presentation regarding the Tahoe Chamber's Trek to Park City, Utah to learn about the process involved in taking that mountain destination to the next level and how similar strategies can be implemented here. (B. Gorman & Lisa Granahan) **PRESENTATION ONLY**

## **DISTRICT ATTORNEY**

**12.1** For possible action. Discussion to adopt the Social Media Use Policy, 100.32, of the Douglas County Administrative Policies and Procedures, to establish guidelines for the use of social media by Douglas County Departments. (Justina Caviglia) **ADOPTED**

**12.2** For possible action. Discussion to adopt the Website Policy, 100.30, of the Douglas County Administrative Policies and Procedures, to establish guidelines for the use of websites by Douglas County Departments. (Justina Caviglia) **ADOPTED**

**12.3** For possible action. Discussion to adopt the Privacy Policy, 100.31, of the Douglas County Administrative Policies and Procedures, to establish guidelines related to the privacy of the public while using Douglas County websites and social media. (Justina Caviglia) **ADOPTED**

**12.4** For possible action. Discussion to adopt the E-discovery Policy, 100.33, of the Douglas County Administrative Policies and Procedures, creating a policy regarding the preservation, retrieval and production of electronic materials in pending or anticipated lawsuits. (Justina Caviglia) **ADOPTED**

**12.5** For possible action. Discussion to adopt the Resignation and Retirement Policy, 200.35, of the Douglas County Administrative Policies and Procedures, creating a uniform policy to manage the resignations and retirements of Douglas County Employees. (Justina Caviglia) **ADOPTED**

**12.6** For possible action. Discussion to adopt the revision of the Employee Performance Evaluations and Merit Increases Policy, 200.23, of the Douglas County Administrative Policies and Procedures, allowing subordinate employees to provide information as a part of their supervisor's annual evaluation. (Justina Caviglia) **THIS ITEM WAS CONTINUED TO ANOTHER TIME**

**12.7** For possible action. Discussion to adopt the revision to the Administrative Leave Policy, 200.35, of the Douglas County Administrative Policies and Procedures based upon the changes implemented after the Classification and Compensation Study conducted by Pontifex Consulting Group, LLC. (Justina Caviglia) **ADOPTED**

**12.8** For possible action. Discussion to adopt the revision to the Creating, Reviewing and Modifying Policies policy, 100.02, of the Douglas County Administrative Policies and Procedures to allow the County Manager to approve revisions to existing County policies. (Justina Caviglia) **NOT ADOPTED**

**12.9** For possible action. Discussion on the introduction of Ordinance 2015-1440 updating Douglas County Code Chapter 2.02.090, Disciplinary Action, include a prohibition to on-duty or off-duty online activity that violates the other provisions of this section or of any other County policy, and all other properly related matters. (Justina Caviglia) **INTRODUCED**

### **COUNTY MANAGER**

**13.1** Reports/updates from County Commission members concerning the various boards and/or commissions that they may be a member of or a liaison to or meetings/functions they have attended. These boards/commissions/meetings include but are not limited to the : Nevada Association of Counties; Carson Water Subconservancy District; Lake Tahoe Visitors Authority; Tahoe Regional Planning Agency; Law Library; Nevada Works; Carson Valley Chamber of Commerce, Carson Valley Visitors Authority; Tahoe Douglas Visitors Authority; Lake Tahoe South Shore chamber of Commerce; Western Nevada Development District; Regional Transportation Commission; Nevada Tahoe Conservation District; Nevada V & T Railroad Commission; Joint Powers/Waste Management; Tahoe Transportation District, and the Debt Management Commission. There will be no discussion or action taken on these reports/updates. (James R. Nichols)

### **REPORTS PROVIDED**

**CLOSING PUBLIC COMMENT (No Action)    HELD**

**ADJOURNED: 3:54 p.m.**